

**2011 TGEI Steering Committee  
AGENDA for March 10th, 2011  
James K Polk Building 15<sup>th</sup> Floor Conference Room  
Conference Call Number 615-741-2032**

**Members Present**

Lamont Price, Chair  
Kandi Thomas, Past Chair  
Tony Mathews, Vice Chair  
Debra Bloomingburg, Treasurer  
Penny Austin

**Members Absent**

Sandra Gray  
Jerry Lester  
Sharmila Patel  
Doug Stephens  
Thomas Robinson

**Members Present Via Conference Line**

Melissa McDonald  
Jesse Neely  
Alan Schwendimann  
Barbara Wall

**Guests Present**

Donna Jewell  
Derek Martin

**Guests ABSENT**

<b>Agenda</b>	
<b>Topic</b>	<b>Notes</b>
Review and Approve February 2011 Minutes	Minutes to be approved as modified and submitted by Lamont Price.  After a few requests for edits, the minutes were approved.
Treasurer's Report	Debra Bloomingburg reported that the Alumni Network has \$836.12 in the Credit Union (\$498.38 in Savings and \$337.74 in Checking). Debra also reported that the final count for donations to St. Jude's was \$1,855 from the Holiday Breakfast. Of that amount, \$630 was from registration fees; \$975 was additional donations; and \$250 was a donation match card.
Holiday Breakfast Planning for 2011	Lamont indicated that Gene Naifeh has officially retired from the breakfast planning. <b>Derek Martin</b> stated that Doug Stephens might be able to

	<p>facilitate the State Parks catering the event and <b>agreed to contact Doug</b>. In addition, we could also contact TGMI as they hire an outside caterer for around \$20 per person.</p> <p>Lamont indicated that we need to reserve the location as soon as possible. <b>Derek will look into reserving the Barn at Ellington Agricultural Center and Lamont will look into reserving the Tennessee Room within the Snodgrass Building.</b></p> <p>The first choice date and location will be December 14, 2011 in the Tennessee Room.</p>
TGEI By-laws	<p>Derek provided a copy with tracked changes, but this may not contain all of the changes as of December. Two of the documents provide most of the changes highlighted. <b>Lamont will provide wording and Donna will send out an email to all members.</b></p>
TGI Leadership Meeting Update	<p>- 2012 Planning for TGI Lamont stated that any recommendations for curriculum need to be sent to Dr. Tom immediately.</p> <p>- How is TGI (Lead, MI, EI) communicated t/o state? Whose role is it to communicate? With the new administration, there is some question as to whether new appointing authorities know who should attend each part of TGI. Tony indicated that the Steering Committee may be in the best position to facilitate communications between DOHR and UTPS. Dr. Tom cannot communicate directly with the appointing authorities until Commissioner Hunter sends out a memo to those individuals.</p> <p>-We were given a template by MI to assist us developing criteria for selecting EI candidates. The Steering Committee agreed that we need to prepare something similar to the MI template. <b>Melissa volunteered to create the document and asked for comments by the end of the month in order to have a draft by the next meeting.</b> Lamont indicated that the finished product needed to be ready by May.</p>

Donna brought up the confusion as to who should attend each portion of TGI. Trish has said that DOHR's vision is that an employee will attend Lead, then TGMI, and then TGEI. Tony mentioned that the first two Lead classes were filled with TGI alumni to help that program start. Now, the program needs to be more defined. Tony suggested that DOHR "brand" the Leadership Program and determine how and to whom it should be marketed. **Tony also suggested that he, Lamont and Kandi bring this idea up at the next TGI leadership meeting.**

At this point, DOHR has met with the new administration to discuss the need for continuing leadership training in general. Barbara Wall mentioned that Commissioner Hunter was at the recent Lead Summit for the entire day.

- Set date for EI Holiday Breakfast – tentatively December 14, 2011

- Given name of Vojin Janjic (MI) to assist with setting up a database for the alumni directory  
**Donna will send the excel spreadsheet to Lamont to create an Adobe Acrobat version of it and also so Lamont could share with Vojin.**

- Assist Dr. Tom in a five year review for improvements to the EI and MI curriculum.

- Solicit volunteers to talk to incoming EI classes before elections. Maybe have cookout during training sessions, etc...

Trish has mentioned that we need to talk up the alumni network during the sessions. Barbara Wall discussed the trips that the 2009 members took to visit the 2010 Class. Penny Austin recommended that the visits about elections are done early in the second week.

- Discussed developing a vision for EI, use of media (twitter and facebook) to reach alumni. Melissa stated that the new administration is very

	<p>interested in social media. However, Lamont reminded us that we do need to be very careful in whatever is posted to the intranet. Melissa stated that it is quite common now for people not to be hired due to something that was on a social networking site.</p> <p>Mentorship of new members.</p>
Status of documentation of any of our processes. (Events such as the Community Service events, golf tournament, conference planning, steering committee nomination and election process, and Holiday Breakfast planning)	<p>Update from Kandi</p> <p><b>Kandi said that she needs to organize this information and share with the committee.</b></p>
<p>Ideas for the Year:</p> <ul style="list-style-type: none"> <li>- Community Services Projects</li> <li>- Share TGMI outreach efforts to local schools and possible TGEI partnership</li> <li>- Jesse Update on Golf Event</li> </ul>	<p>Discussed dates for golf outing. Green fees: \$50 (SE), \$55 (NSE). To aid participation, have \$10 to \$15 of fee to go to a charity.</p> <p>The tentative date is May 20<sup>th</sup> at Montgomery Bell State Park. Lamont said that teams must include at least one state employee. We do need to police ourselves and ensure that we, as a group, do nothing to bring bad publicity to ourselves or the State. Jesse brought up that some of the parks are now applying for beer licenses, so that may raise the risks. In the past, we have provided water and soft drinks, but people were allowed to bring other beverages in.</p> <p><b>Tony asked Jesse about the possibility of buying mulligans or other gimmicks with the additional funds going to charity. They agreed to discuss this idea more at a later date.</b> Tony did suggest that whatever is decided be sent out to potential golfers to ensure that everyone knows the level of seriousness prior to arrival at the park.</p> <p>Donna asked about the cost for non-golfers. Jesse said that non-golfers were welcome, but were asked to cover the price of their meal.</p>
Issues on keeping the website current with pictures and updates on events.	<p>Tony asked if having a .pdf of the directory would allow DOHR to put it up more timely. <b>Donna will clean up the directory and send to Lamont for</b></p>

	conversion within the week.
Other Business	Kandi asked about the status of the reimbursement from UT for the fall conference. Debra said that she thought UT was going to pay DOHR, who would then pay us. Kandi said that Dr. Tom needed something formal, which Kandi gave to Trish. Lamont will follow up with Trish to determine the status of the reimbursement.